



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE

REFER TO FILE: **D-8**

May 8, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**AVENUE N FROM 45TH STREET WEST TO STATE ROUTE 14
AWARD OF CONSULTANT SERVICES AGREEMENT
SUPERVISORIAL DISTRICT 5
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Award a consultant services agreement to Tetra Tech, Inc., for a not to exceed fee of \$272,000 to provide design services for the Avenue N from 45th Street West to State Route 14 pavement rehabilitation project to be financed from the Fiscal Year 2002-03 Road Fund.
2. Authorize the Director of Public Works or his designee to execute such services agreement with the recommended consultant and to establish the effective date to prepare plans and estimates for this project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

We are recommending that your Board award a consultant services agreement and authorize the Director of Public Works or his designee to execute a contract with the recommended consultant to prepare construction documents for the proposed pavement rehabilitation project, located in the County unincorporated area south of the City of Lancaster, and to establish the effective date of the contract.

Upon completion and approval of construction documents, tentatively scheduled for March 2004, we will return to your Board to adopt plans and specifications and to advertise for bids to construct the project.

The recommended consultant services agreement will provide design services for the Avenue N from 45th Street East to State Route 14 project in support of the Public Works' pavement rehabilitation project. The project includes 3.1 miles of Avenue N from 45th Street West to State Route 14.

As part of our efforts to proceed with pavement rehabilitation work on County-maintained roads, Public Works has successfully used consulting firms to perform the design work because all available staff is currently committed to other projects.

Implementation of Strategic Plan Goals

This action meets the Strategic Plan Goal of Service Excellence as it will initiate the design of road improvements on Avenue N. This project will extend the service life of this road and improve motorist and pedestrian safety.

FISCAL IMPACT/FINANCING

Financing for the agreement is available in the 2002-03 Road Fund Budget. There will be no impact to the County's General Fund.

The estimated total project cost, including the design contract, is approximately \$4,100,000.

The recommended agreement for the identified pavement rehabilitation project is for an aggregate not to exceed fee of \$272,000, including \$24,826 for unforeseen additional work that may arise during progress of the work. Additional work within this allowance will not be performed without prior written authorization from the Director of Public Works.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard consultant services agreement, previously approved as to form by County Counsel, will be used. The agreement includes a clause for termination of services upon prior written notice and a renegotiation clause as directed by your Board.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, Tetra Tech, Inc., is willing to consider Greater Avenues

for Independence and General Relief Opportunities for Work Program participants for future employment.

Tetra Tech, Inc., is in full compliance with the Los Angeles County Code, Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

ENVIRONMENTAL DOCUMENTATION

A finding of environmental impact is not required for consultant services agreements for design services.

CONTRACTING PROCESS

On June 11, 2001, a Request for Proposals was issued to 80 firms from Public Works' list of qualified consultants. Thirty-nine firms responded to the request. An Evaluation Committee, consisting of Public Works' civil engineering staff, evaluated the proposals. The evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of these proposals, Public Works is recommending Tetra Tech, Inc., as one of the best qualified firms to perform the required services for the identified project.

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' CBE Outreach Program and the requirement that consultants demonstrate their good faith efforts to utilize CBEs. Tetra Tech, Inc., is aware of Public Works' CBE Outreach Program, and their proposed CBE participation is on file with Public Works.

Public Works maintains a database of consultants for design services, which is the main source of soliciting proposals. As requested by your Board on February 3, 1998, and to further increase consultant awareness of contracting opportunities with Public Works, a Request for Qualifications for these services was listed on the County Office of Small Business website.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended consultant services.

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CONCLUSION

Please return one approved copy of this letter to us.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

SJ:sn

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cc: Chief Administrative Office
County Counsel
Department of Public Social Services (GAIN Program)